

Weapons in LESO FEPMIS

FAQ 2013

Certification

Q: How is the FY 2013 Weapons Certification working this year? When are you going to send me a spreadsheet?

A: We will no longer send out spreadsheets to verify. This year's LESO FEPMIS update/receipt process is going to count toward that requirement. If you have an LEA who has receipted all of their weapons and attached photos to all of their weapons that LEA has completed the requirements for the FY 2013 Weapons Certification. Future inventory certifications will be conducted using LESO FEPMIS.

The FY 2013 Weapons Certification requirements are as follows:

#1: LEA receipts for the weapon in LESO FEPMIS.

#2: LEA uploads a legible serial number photo.

If the LEA completes #1, the weapon is removed from the LEA's receipt queue. But it will be added to their certification queue (this function will be rolled out in LESO FEPMIS at a later date).

If they complete #1 and #2 the weapon is removed from the LEA's receipt queue and it will not show up in the certification queue since the requirements have been met.

Of course, next year it will show up in their certification queue for that year's inventory.

Q: Does the LEA have to do the receipt and upload of the weapon or can I do that for them?

A: You can do either of these functions for the LEA. However, all actions in LESO FEPMIS are tracked via login so if you certify that an LEA has a weapon and it is really missing, we will look to see who receipted for the weapon. The purpose of upgrading to LESO FEPMIS was to increase accountability and allow for the LEAs to take more responsibility.

Q: What if I don't meet the deadline? I have (insert # of weapons here) and there is no way I am going to finish.

A: I do not make a decision on suspensions or terminations. However, if you have not made any progress it will be difficult for me to tell my leadership that you need more time. A State with over 3,000 weapons is 99% complete as of 12/15/2013. If problems with LEAs are identified prior to the deadline, these will be looked at on a case by case basis.

Photos

Q: An agency uploaded a photo and it looked like it loaded but now it is just showing a big white box where the photo should be.

A: The agency likely used a special character (i.e. assigned to car #4). The only special character that works is _ (underscore). The recommended file format is M16A1_418243.

Q: Why did LESO approve a weapon that didn't have a photo attached?

A: LESO will review the weapon serial number. If it matches the UIT database and/or the FY 2012 Weapons inventory LESO will approve it.

Q: What are the requirements for photos?

A: Photos must be JPG, less than 1MB, have a clear focus on the serial number so it is legible. Feel free to use chalk or grease pencil to increase the contrast.

Q: My photos keep turning out blurry.

A: That's not a question, but here are some tips: set the weapon down so you are not holding it; make sure you hold the camera steady; use chalk or grease pencil to increase the contrast of the serial number. If your camera has a macro function, enable it.

Q: What if the LEA uploads a picture that is not readable?

A: Unless you tell me otherwise, I will reject the item and they will have to resubmit. The other option (but only if you let me know) is for me to accept the receipt of the item and for you to enforce the LEA uploading a proper picture. The only way I will do this is if you let me know you want to do this and you have entered a comment that says the picture is unacceptable.

Q: Do you need a photo of the entire weapon?

A: No, we need a clear photo which shows the serial number and weapon type.

Q: What if I have photos saved in PDF format?

A: You should be able to save the file as a JPG. Ask your IT person for assistance.

Q: Can I have the LEA receipt for the property now and upload the picture later?

A: Yes. The deadline is January 31, 2014. Do whatever you think is easiest for you to manage.

Q: Can I have the LEA receipt for the property and I'll upload the picture?

A: Yes. The deadline is January 31, 2014. Do whatever you think is easiest for you to manage.

LESO FEPMIS questions

Q: I don't have the ability to reject as State Coordinator. Can you reject for me?

A: Yes, if you put a comment specifically stating you want me to reject the weapon or if you email or call me. (i.e. some States want me to reject all weapons without photos attached). The reject functionality should be coming to you in a future release.

NOTE: Once LESO rejects you must click 'Cancel' in order to send the item back to the LEA's queue.

Q: I have given the LEA directions on how to Modify and they all tell me they see an error that says "cannot modify when in pending status." Why is it showing this?

A: You cannot Modify property until LESO approves the receipt.

Q: What if the serial number is wrong as listed in LESO FEPMIS?

A: The first step is to receipt for the weapon as it is listed. Then do a Modify in order to change the Serial Number. Only LESO can approve changes in a Serial Number. Please upload a photo for Serial Number changes and put a comment regarding the serial number change.

Q: What if LEA is not seeing their weapons in FEPMIS?

A: Chances are this LEA was assigned a DODAAC with an "i" or "o" in it. These have all been corrected, however, sometimes LESO FEPMIS creates two records for the same LEA. If this happens and the property is assigned to the LEA with the bogus DODAAC the LEA won't see it. The LEA is assigned to the correct DODAAC when they create their LESO FEPMIS account. In this situation the State will have to receipt for the weapons in LEA's account with the bogus DODAAC and then initiate the transfer process. Please let us know when you are doing this so we can assist if necessary.

Q: What if the LEA no longer has that weapon in their possession because it was transferred?

A: The first step is to receipt for the weapon as it is listed. Then do a Modify in order to change the Station. Only LESO can approve modifications. This is also the way transfers will be done.

Q: Why is LESO FEPMIS not showing the weapon with the proper agency?

A: The LESO FEPMIS data pull happened when LEEDS was still up and running so there are some transactions that were authorized and complete in LEEDS that are not reflected in LESO FEPMIS. Many changes that took place while we were using LEEDS did not carry over. You will have to do these transfers within LESO FEPMIS using the new process.

Q: What is the new transfer process?

A: Forms are no longer needed. We will be doing transfer approvals via email. In the subject line of the email please put "State, LEA the weapon is coming from and State, LEA the weapon is going to with the type and quantity of weapons." TN_HICKMAN CSD_TN_ONEIDA PD_45_12. In the body of the email please list the number of Full time and Part time officers and how many weapons they currently have. As I said, no forms are required, we are trusting you to make sure the gaining agency understands the ATF filing requirements and all responsibilities that come along with using 1033 weapons (i.e. no sale, demil, trading).

Q: How do I transfer weapons in FEPMIS?

A: After you get confirmation the transfer is approved you will use the Modify feature in LESO FEPMIS. Simply change the station (LEA Name) and hit submit. You will do this for each weapon that needs to be transferred. Once you do this step (LEA can do this too), LESO will approve the Modification and the weapons will show up in the Receipt queue for the gaining LEA.

Q: What is the turn-in process?

A: The paperwork process is the same. Use the turn-in request form and we will forward it to TACOM. Once we get the email from TACOM with the turn-in documents, LESO forwards it to you to send to the agency. The agency is responsible for getting the weapons to Anniston. The LEA (or you) will do a Change of Status in LESO FEPMIS. Once Anniston runs them as received in UIT the weapons LESO will approve and close the Change of Status. This will drop off of the LEA's Active inventory in LESO FEPMIS.

Q: When are you going to start issuing weapons again?

A: Carlos has discussed the possibility of lifting the moratorium on a State by State basis. The first requirement will be all property receipted in LESO FEPMIS and all photos uploaded for High Visibility property. Until that is done I wouldn't anticipate any movement of new issues.